



Naveed Ahmed,
Karachi.



SUBJECT: OFFER LETTER FOR THE POSITION OF "OFFICE ASSISTANT", SINDH MASS TRANSIT CELL
(SMTCC) TRANSPORT & MASS TRANSIT DEPARTMENT.

With the approval of Competent Authority, you are hereby offered the post of "OFFICE ASSISTANT, SINDH MASS TRANSIT CELL (SMTCC)" which has been created under the aegis of Transport & Mass Transit Department purely on temporary basis for a contract period of three (03) years with Lump sum Remuneration amounting to Rs. 40,000/- per month on the following terms and conditions:-

- i) You will be governed by such rules and orders as applicable to other civil servants of your Grade / contract rules.
- ii) You will undergo a medical examination service (contract basis) and your contract appointment will be subject to the condition that you are declared medically fit by the competent medical authority.
- iii) In case of your tendering resignations, you will not leave the charge of your post unless and until your resignation is formally accepted. Behaviors contrary to this condition will tantamount to misconduct and will be dealt with accordingly.
- iv) Your services are purely on temporary / contract basis.
- v) Your services will be on the basis of satisfactory performance and liable to terminate if found any negligency.
- vi) You shall perform all such functions / services as envisaged in the Sindh Mass Transit Authority (SMTA) Act 2016 under the Administrative Control of Transport & Mass Transit Department, Govt. of Sindh.
- vii) After establishment of Sindh Mass Transit Authority (SMTA), your services will be absorbed from SMTCC to SMTA as per SG&CD's Notification vide NO.SO(C-IV)/SG&CD/4-13/15, dated 23-11-2016.

1. If you accept the offer on the terms and conditions specified above, you should report for duty to Secretary, Transport & Mass Transit Department, Government of Sindh within Seven (07) days of the issue of his offer. Failing which it will be presumed that you are not willing to accept it which will be cancelled without my notice.

(Qassim Dada)
(F&A)

Sindh Mass Transit Cell

A copy is forwarded for information to the PS to Secretary Transport & Mass Transit Department
Govt. of Sindh Karachi.

Finance & Admin

NOTE: (DISTINCTION IN EACH SUBJECT - 75%)

006998

SINDH



MARKS CERTIFICATE

ANNUAL

2009
EXAMINATION

NAVEED AHMED

GHULAM MURTAZA

YOUSFANI

SEAT NUMBER

58482

34 - BEACON HOUSE PUBLIC SCHOOL SYSTEM QASIMABAD HYDERABAD

OF

[illegible]

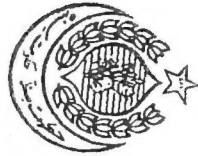
total N rks (in words)

SIX HUNDRED FIFTY SEVEN ONLY.

TYDE ABAD SINDH
59/07/2009

Prepared by Read by Computer Checked by SECRET
SOFTWARE DESIGNED BY COMPUTER

CONTROLLER OF EXAMINATIONS



Tele. 021-99230665
Fax. 021-99231153

No. Dir-Tech.PPP-NODE/Interview/SMTC/2016/
GOVERNMENT OF SINDH
TRANSPORT & MASS TRANSIT
DEPARTMENT
Dated: 30th December, 2016

To,

Naveed Ahmed


SUBJECT: INTERVIEWS FOR THE POST OF OFFICE ASSISTANT, SINDH MASS TRANSIT CELL
UNDER THE AEGIS OF TRANSPORT & MASS TRANSIT DEPARTMENT.

Reference to your application for the above position on contract basis in "Sindh Mass Transit Cell" under the Aegis of Transport & Mass Transit Department, Government of Sindh.

You are requested to please appear before the Selection Committee for the selection/appointment to the Position of **Office Assistant**, of Sindh Mass Transit Cell under the Aegis of Transport & Mass Transit Department as per following date, time and venue, along with your original documents.

Date: 2nd January, 2017
Time: 11: 00 am
Venue:

Office of the Additional Secretary, Transport & Mass Transit Department, Government of Sindh/Chairman of the Selection Committee in his office situated at 2nd Floor, Sindh Secretariat Building No. 02, Tughluq House, Shahrah-e-Kamal Atta Turk, Karachi.


Abdul Aziz
Director Technical-PPP NODE
Transport & Mass Transit Department,
Government of Sindh

Copy for information:

1. PS to Secretary Transport, TMTD, GoS
2. Master file

C 1/15

Director Finance & Admin

Grdn. Mss Draft cd.

Transit Mss Transit. Sept.

Chart of Grdn

Varian

Subcd: ~~Re~~ Acceptance letter

11/15

with reference to your office order to

SOWTC/Adm'n/Training/2012/16/123 dated 22.05.2017

I accept my offer letter dated 24.05-2017

Yours obedient

Shamshad

HANEEY DAWED

OFFICE ASSISTANT



NO.SMTC/ADMIN/HIRING/2017/
GOVERNMENT OF SINDH
SINDH MASS TRANSIT CELL,
TRANSPORT & MASS TRANSIT
DEPARTMENT
Karachi dated the 22nd May, 2017


Muhammad Ahmed,
Karachi.

SUBJECT: OFFER LETTER FOR THE POSITION OF "OFFICE ASSISTANT", SINDH MASS TRANSIT CELL
(SMTC) TRANSPORT & MASS TRANSIT DEPARTMENT.

With the approval of Competent Authority, you are hereby offered the post of "OFFICE ASSISTANT, SINDH MASS TRANSIT CELL (SMTC)" which has been created under the aegis of Transport & Mass Transit Department purely on temporary basis for a contract period of three (03) years with Lump sum Remuneration amounting to Rs. 40,000/- per month on the following terms and conditions:-

- i) You will be governed by such rules and orders as applicable to other civil servants of your Grade / contract rules.
- ii) You will undergo a medical examination service (contract basis) and your contract appointment will be subject to the condition that you are declared medically fit by the competent medical authority.
- iii) In case of your tendering resignations, you will not leave the charge of your post unless and until your resignation is formally accepted. Behaviors contrary to this condition will tantamount to misconduct and will be dealt with accordingly.
- iv) Your services are purely on temporary / contract basis.
- v) Your services will be on the basis of satisfactory performance and liable to terminate if found any negligence.
- vi) You shall perform all such functions / services as envisaged in the Sindh Mass Transit Authority (SMTA) Act 2016 under the Administrative Control of Transport & Mass Transit Department, Govt. of Sindh.
- vii) After establishment of Sindh Mass Transit Authority (SMTA), your services will be absorbed from SMTC to SMTA as per SG&CD's Notification vide NO.SO(C-IV)/SG&CD/4-13/15, dated 23-11-2016.

1. If you accept the offer on the terms and conditions specified above, you should report for duty to Secretary, Transport & Mass Transit Department, Government of Sindh within Seven (07) days of the issue of this offer. Failing which it will be presumed that you are not willing to accept it which will be cancelled without any notice.


(Qasim Dada)
(F&A)

Sindh Mass Transit Cell

A copy is forwarded for information to the PS to Secretary Transport & Mass Transit Department,
Govt. of Sindh Karachi.

Finance & Admin



NO.SMTC/ADMIN/HIRING/2017/16777
GOVERNMENT OF SINDH
SINDH MASS TRANSIT CELL
TRANSPORT & MASS TRANSIT
DEPARTMENT
Karachi dated the 22nd May, 2017

To,

Mr. Naveed Ahmed
Karachi.

SUBJECT: OFFER LETTER FOR THE POSITION OF "OFFICE ASSISTANT", SINDH MASS TRANSIT CELL
(SMTC)" TRANSPORT & MASS TRANSIT DEPARTMENT.

With the approval of Competent Authority, you are hereby offered the post of "OFFICE ASSISTANT, SINDH MASS TRANSIT CELL (SMTC)" which has been created under the aegis of Transport & Mass Transit Department purely on temporary basis for a contract period of three (03) years with Lump sum Remuneration amounting to Rs. 40,000/- per month on the following terms and conditions:-

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- v) Your services will be on the basis of satisfactory performance and liable to terminate if found any negligence.
- vi) You shall perform all such functions / services as envisaged in the Sindh Mass Transit Authority (SMTA) Act 2016 under the Administrative Control of Transport & Mass Transit Department, Govt. of Sindh.
- vii) After establishment of Sindh Mass Transit Authority (SMTA), your services will be absorbed from SMTC to SMTA as per SGA&CD's Notification vide NO.SO(C-IV)/SGA&CD/4-13/15, dated 23-11-2016.

2. If you accept the offer on the terms and conditions specified above, you should report for duty to Secretary, Transport & Mass Transit Department, Government of Sindh within Seven (07) days of the issue of this offer. Failing which it will be presumed that you are not willing to accept it which will be cancelled without any notice.

Received

(Qassim Dada)
Director (F&A)
Sindh Mass Transit Cell

A copy is forwarded for information to the PS to Secretary Transport & Mass Transit Department, Govt. of Sindh Karachi.

Director Finance & Admin

CURRICULUM VITAE

C/O CS.

NAVEED AHMED



Address: Flat No.403, Block-B, Memon Chalets
Citizen Colony, Hyderabad
Cell: 0336-3344655 ✓
Email: naveedyousfani0@gmail.com

O/A

OBJECTIVE

A strong work ethic combined with a commitment to excellence in all projects undertaken. A leader but also a team player working effectively with senior management in accomplishing objectives. Excellent communication and presentation skills, computer literate and conveys complex information in easily understood format.

PERSONAL INFORMATION

> Father Name	Ghulam Murtaza
> Surname	Yousfani
> Date of Birth	28-05-1991
> CNIC #	44206-6655538-5
> Marital Status	Single
> Religion	Islam
> Domicile	Saughar
> Nationality	Pakistani

QUALIFICATIONS

DEGREE	YEAR	Institute/University
B.Com	2014	University of Sindh, Jamshoro
Intermediate	2011	BISE Mirpurkhas.
Matriculation	2009	BISE Hyderabad

COMPUTER SKILLS

> 1 Year Diploma of Computer.

LANGUAGES

> English,
> Urdu,
> Sindhi



No. SMTC/ADMIN/HIRING/2017/132
GOVERNMENT OF SINDH
SINDH MASS TRANSIT CELL
TRANSPORT & MASS TRANSIT
DEPARTMENT
Karachi, dated 24th May, 2017

To,


The Medical Superintendent,
Services Hospital,
Karachi.

SUBJECT:

OFFER OF APPOINTMENT TO THE POST OF "OFFICE ASSISTANT",
SINDH MASS TRANSIT CELL, (SMTC) UNDER TRANSPORT & MASS
TRANSPORT DEPARTMENT, (TMTD), GOS.

I am directed to refer to the subject noted above and to state that **Mr. Naveed Ahmed S/O Ghulam Murtaza** has been appointed as an "**Office Assistant**" Sindh Mass Transit Cell under Transport & Mass Transit Department, vide Offer letter No. SMTC/ADMIN/HIRING/2017/16/93 dated 22-05-2017 on contract basis for three years (copy enclosed).

2. It is, therefore, requested that he may be medically examined & issue Medical Fitness Report.


(QASSIM DADA)
Director (F&A)
SMTC / TMTD

A copy is forwarded for information to the P.S to Secretary, Transport & Mass Transit Department, Karachi.

Director (F&A)


1/1

Ghulam Farooq Mangrio
Section Officer (General)
For Secretary to Government of Sindh

SUBJECT: EXPLANATION

Respected Sir,

With reference to your letter No.SO(Gen)/G.P/2020, dated 12.02.2020. on the subject noted above. As per routine I was on bike by bykea enclosed herewith bykea receipt. Unfortunately bike was punctured on Korangi Road, therefore, I couldn't reach at office on time.



Naveed Ahmed, Office Assistant
Sindh Mass Transit Authority

Copy to:

- 1) Managing Director, Sindh Mass Transit Authority, Government of Sindh, Karachi
- 2) Director, Admin & HR, Sindh Mass Transit Authority, Government of Sindh, Karachi
- 3) P.S to Secretary, Transport & Mass Transit Department, Government of Sindh, Karachi

R/c
14/2/20



NO.SO(Gen)/G.P/2020
GOVERNMENT OF SINDH
TRANSPORT & MASS TRANSIT
DEPARTMENT

Karachi, dated 12th February, 2020

To,

Mr. Naveed Memon,
Office Assistant
Sindh Mass Transit Authority,
Karachi.

SUBJECT: EXPLANATION.

During surprise visit of the office of SMTA by Worthy Secretary, Transport & Mass Transit Department, Government of Sindh on 12th February, 2020 at 10:15 am you were found absent from your duty, which is gross miss-conduct on your part.

2. You are hereby directed to explain your position as to why should not initiate disciplinary proceeding against you under relevant rules/contract within (03) days positively.



(GHULAM FAROOQ MANGRIO)
SECTION OFFICER (GENERAL)
For Secretary to Govt. of Sindh

Copy to:-

- The Managing Director, Sindh Mass Transit Authority, TMTD.
- PS to Secretary, Transport & Mass Transit Deptt., Govt. of Sindh, Karachi

SECTION OFFICER (GENERAL)



No. ADMIN&HR/EXPLANATION/2020/1783
GOVERNMENT OF SINDH
SINDH MASS TRANSIT AUTHORITY
TRANSPORT & MASS TRANSIT DEPARTMENT

Karachi Dated: 12th February, 2019

To,

- | | |
|---|---|
| 1. Yousuf Munir, (Director) | 2. Niaz Ali, Consultant P&C |
| 3. Rafay Ali Laghari, (Director) | 3. Kashif Ali Khan, DD(Contract) |
| 5. Ambreen Fatima, Media Manager | 6. Syed Khan Muhammad Shah, XEN |
| 7. Adeel Manzoor, Account Officer | 8. Syed Hussain Mughadas (Senior Auditor) |
| 9. Shakeeb Memon, Sub-Engineer | 10. M. Tariq Fazlani, Office Assistant |
| 11. Naveed Ahmed, Office Assistant | 12. Syed Ali Raza, Computer Operator |
| 13. M. Naitiq Qamar, Computer Operator | 14. Anus Rizwan, Computer Operator |
| 15. Malik Shahid Munawar, Record Keeper | 16. Muhammad Riyaz, Dispatch Rider |
| 17. Muhammad Haris, Dispatch Rider | 18. Mubeen Ahmed, Naib Qasid |
| 19. Vishal, Naib Qasid | 20. Ali Raza, Naib Qasid |
| 21. Abdul Khalid, Naib Qasid | 22. Sanaullah, Janitor |
| 23. Asghar Ali, Driver | 24. Rehmatullah, Driver |

SUBJECT: EXPLANATION

During surprise visit of Secretary, Transport & Mass Transit Department, GoS in SMTA office on 12th February, 2020 at 10:15 am, you were found absent from your duty which has been seriously noted by the Competent Authority.

You are hereby furnish your reply and appear before the Secretary TMTD, as to why the necessary action may not be taken against you as per your contract.

This issue with the approval of Secretary TMTD.


DIRECTOR
(ADMINISTRATION & HR)

Copy Forwarded to:-

1. PS to the Minister, Transport & Mass Transit, Sindh.
2. PS to the Secretary, Transport & Mass Transit Department, GoS.
3. PS to Managing Director, SMTA.
4. Master File.



GOVERNMENT OF SINDH
SINDH MASS TRANSIT AUTHORITY
TRANSPORT & MASS TRANSIT DEPARTMENT

CARD NO.	DATE OF ISSUE
NAME NAVEED AHMED	
FATHERS'S NAME GHULAM MURTAZA	
DESIGNATION OFFICE ASSISTANT	
DEPARTMENT SINDH MASS TRANSIT AUTHORITY	
SIGNATURE OF HOLDER 	DIRECTOR ADMINISTRATION & HR FOR MANAGING DIRECTOR (SMTA) ISSUE AUTHORITY

RESIDENTIAL ADDRESS: K-75 Defence View Near Saba University Karachi

OFFICE PH # _____ RES. PH: # 0336-3344655

BLOOD GROUP AB+ DATE OF BIRTH 28-05-1991

CNIC NO.

4	4	2	0	6	-	6	6	5	5	3	8	-	5
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THIS CARD IS THE PROPERTY OF
SINDH MASS TRANSIT AUTHORITY
TRANSPORT & MASS TRANSIT DEPARTMENT
GOVERNMENT OF SINDH
IF FOUND PLEASE RETURN TO ISSUING AUTHORITY

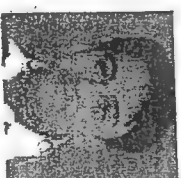
PLEASE WRITE BIO DATA
CLEARLY WITH BOLD LETTERS

Board of Intermediate & Secondary Education Hyderabad, Sindh.

Certificate No. 040053

Group: SCIENCE

Seat No. 58482



Secondary School Certificate Examination Annual/September 2009

This is to certify that **NAVEED AHMED**
Father's name **GHULAM MURTAZA**

Surname **YOUSFANI**

of the 34 - BEACON HOUSE PUBLIC SCHOOL SYSTEM QASIMABAD HYDERABAD
passed the Secondary School Certificate Examination held in
the month of **APRIL 2009** and was placed in **Grade A**

The Candidate qualified in the following subjects:-

<u>Component I</u>	<u>Component II</u>	<u>Component III</u>
1. Urdu & Sindhi Salees	<u>Science Group</u>	<u>General Group</u>
Sindhi & Urdu Salees	1. Physics	1. General Science
2. English I & II	2. Chemistry	2. General Mathematics
3. Pakistan Studies	3. Mathematics	3. General Mathematics
4. Islamic/Civics	4. Biology/Computer Science	4. <u>Grade</u>

The date of birth as recorded in the Admission form
is **28/05/1991** **TWENTY EIGHTH MAY**

One thousand nine hundred **NINETY ONE ONLY.**
The Examination was taken as a whole/in Parts

Dated **28/05/2011**
Hyderabad, Sindh

Controller of Examinations.

Secretary

Board of Intermediate & Secondary Education
HYDERABAD SINDH

Book 000481



Certificate 048073

Group: Science/General

This is to Certify that Mr./Miss Azeed Ahmed
S/o, D/o Shulam Mustafa Jousfay Seat No. 58402
has passed the Secondary School Certificate Part - II (Annual /
Supplementary) Examination 2007 of the Board of Intermediate &
Secondary Education, Hyderabad, held in the month of March
He / She was placed in 2nd Grade / Class

HYDERABAD SINDH

Dated 13/01/2010

Prepared by:

Checked By:

Controller of Examinations
Board of Intermediate & Secondary Education
Hyderabad Sindh.



Book No. 7

Certificate No. 0694
Group : COMMERCE

Board of Intermediate & Secondary Education MIRPURKHAS - SINDH

Certificate showing the number of Marks Secured by the candidate

Mr / Miss: Naveed Ahmed S/o. D/o. Sheham Mustafa Surname Yousfani
of Post: N-A College Tando Adam under each head of Passing at the
High / Secondary Certificate Part I-II (Class XI-XII) Annual/Supplementary Examination 20 11 held in the month
of May 20 11

HEAD OF PASSING													REMARKS :
S at	COMPULSORY PAPERS					ELECTIVE PAPERS							
	URDU		English		Islamic Education/Civics	Pakistan Studies	Book Keeping and Accountancy	Economics & Comm. Geog.	Principles of Commerce				
	Urdu Sails	Sindhi							Paper - I	Paper - II	Paper - I	Paper - II	
		Paper - I or alternative	Paper - II or Alternative	Paper - I	Paper - II			Paper - I	Paper - II	Business methods & Corp	Banking		

Grade Out of 1100 Marks
Total Marks (in words) Seven Hundred Sixty Six only
*C Indicates failure condoned in the paper.
Dated 21-02 20 13 Prepared by [Signature] Checked by [Signature] Controller of Examinations
MI PURKHAS



Certificate No. 0694

Group : COMMERCE

Board of Intermediate & Secondary Education

MIRPURKHAS - SINDH

Certificate showing the number of Marks Secured by the candidate

Secured Ahmed - S/o. D/o. Sheela Mustafa - Surname Yousaf -
College Tando Adam - under each head of Passing at the

Secondary Certificate Part-II (Class XI-XII) Annual/Supplementary Examination 20 11 - held in the month

HEAD OF PASSING

COMPULSORY PAPERS				ELECTIVE PAPERS				GRAND TOTAL	PASS / FAIL	GRADE / CLASS	REMARKS :
URDU	English	Islamic Education/Civics		Book Keeping and Accountancy	Economics & Comm. Geog.	Principles of Commerce	Banking				
Paper - I or Alternative	Paper - II or Alternative	Paper - I	Paper - II	Paper - I	Paper - II	Paper - I	Paper - II	Business methods & Corp	Banking		
100	100	100	100	50	50	100	100	100	100	1100	
Minimum marks	33	33	33	17	17	33	33	33	33		
Maximum marks	25	25	25	36	30	41	67	25	70	83	74
marks obtained										766	Pass
											A
											R3:

Total Marks (in words) Seven Hundred Sixty Six only -

*C Indicates failure condoned in the paper.

Dated 21-02-2013 Prepared by

Checked by

Controller of Examinations

MIRPURKHAS

Roll No. 215

Certificate No. 21403



Group: Commerce

Board of Intermediate & Secondary Education

MIRPURKHAS - SINDH

This is to Certify that Mr./Miss. Naveed Ahmed
of Mr./Mrs. Shaham Mustafa "Mustani" - Seat No. SS486
has passed the Higher Secondary Certificate Part-II (Intermediate)
Annual / Supplementary Examination 20 11 of the Board of Intermediate &
Secondary Education, Mirpurkhas held in the month of May - 20 11
He / She was placed in "A" - Grade / Class

MIRPURKHAS

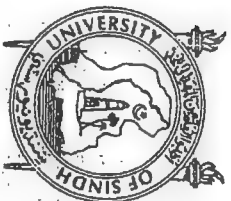
Date: 25-10- 20 11

Prepared by: [Signature]

Checked by: [Signature]

[Signature]
Controller of Examinations

Book No.
3124



Certificate
No. 312302

Seat No.

34173

UNIVERSITY OF SINDH

JAMSHORO, SINDH - PAKISTAN

This is to certify that

MR. NAVEED AHMED
S/O GHULAM MURTAZA YOUSFANI

has passed the B.COM.(PASS) PART-II

ANNUAL Examination of 2013 of the University

of Sindh held in the month of OCTOBER, 2013

He/She was placed in SECOND *Class*

Date of declaration of result 09-04-2014

Received Rs. 100.00

Dated 08-05-14

THE UNIVERSITY RESERVES THE RIGHT OF
ISSUING ANY CORRECTION IN THE RESULT IF
ANY MISTAKE IS DETECTED LATER.

Qasim Ali
CONTROLLER OF EXAMINATIONS
UNIVERSITY OF SINDH
JAMSHORO, SINDH

NO.

UNIVERSITY OF SINDH

CERTIFICATE

JAMSHORO, SINDH - PAKISTAN

No. 085058

0851

B.COM (PASS) PART-II

SEAT NUMBER

34173

Certificate showing the number of marks secured by

MR. NAVEED AHMED

S/O GHULAM MURTAZA, YOUSFANI

at B.COM (PASS) PART-II ANNUAL 2013 Examination of held in OCT., 2013

S U B J E C T S		MAXIMUM MARKS	MINIMUM MARKS	MARKS OBTAINED
PAPER-I	ECONOMIC PROBLEMS OF PAKISTAN	100	33	48
PAPER-II	BUSINESS AND INDUSTRIAL LAW	100	33	62
PAPER-III	COST ACCOUNTING	100	33	35
PAPER-IV	BUSINESS TAXATION	100	33	50
PAPER-V	ADVANCED ACCOUNTING	100	33	50
PAPER-VI	AUDITING	100	33	50
PASS/FAIL	PASS	Total	600	295
TOTAL MARKS OF PART-I			700	381
GRAND TOTAL OF PART-I AND PART-II			1300	676
REMARKS		CLASS	SECOND	

Total Marks (in words) SIX HUNDRED SEVENTY SIX

Received Rs. _____ Challan No. _____ Dated _____

Date of declaration of result 09-04-2014

Dated 08-05-14

CONTROLLER OF EXAMINATIONS

FORM P-I

OFFICE OF THE DISTRICT COORDINATION OFFICER, SANGHAR

NO: DCO / DB/ SGR 46 of 2009 Dated: 19/11/2009

APPENDIX XIV

The Pakistan Citizenship Act (11 of 1951) and Rules
Made there under Vide Rules 23.

DOMICILE CERTIFICATE.

Whereas NAVEED AHMED
S/o GHULAM MURTAZA has applied for a Certificate of
Domicile under the Pakistan Citizenship Act 1951 (11 of 1951). Alleging with
respect of himself the particulars set up below, and has satisfied the undersigned
that the conditions laid down in section 17 of said Act. For the grant of a Certificate of
Domicile are fulfilled in the said. NAVEED AHMED Case.

Now therefore, in pursuance of the powers conferred by the said Act and the rules
made under, the undersigned hereby grant to the said
NAVEED AHMED this Certificate to Domicile.

In witness where of I, have here to subscribed my name this
2009.



Full Name NAVEED AHMED

Father's Name GHULAM MURTAZA

Address in Pakistan: TANDO ADAM

Address in the country outside of Pakistan: -----

Place of Domicile: Place TANDO ADAM Taluka TANDO ADAM

District Sanghar, Province of Sindh.

Date of Birth: 28-05-1991

Date of arrival in the place of Domicile: SINCE BIRTH

Married / Single /Widow / Widower: SINGLE

Name of Wife / Husband: -----

Name of Children and their ages:

1. -----
2. -----
3. -----
4. -----
5. -----
6. -----

Trade or occupation STUDENT

Marks of Identification: PHOTO AFFIXED



For (RASOOL BUX SAMEJO)
DISTRICT COORDINATION OFFICER
SANGHAR

OFFICE OF THE EXECUTIVE DISTRICT OFFICER (REVENUE) SANGHAR
NO: EDO (REV.) / DB/SGR/ 112 of 2009 Dated: 20/11/2009

PERMANENT RESIDENCE CERTIFICATE

FORM "D"

Form of certificate of Permanent Residence in the province of Sindh
for the purpose of requirement to the public service of Sindh as specified in the
permanent Residence Certificate Rules 1971.

CERTIFICATE.

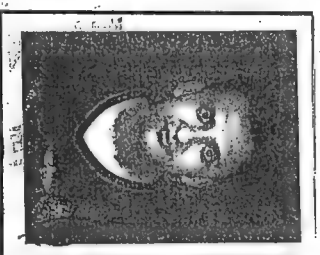
I hereby certify that the reasons given below Mr. / Mrs. / Miss
NAVEED AHMED S/O, ~~Mr~~ GHULAM MURTAZA has his / her
permanent Residence in TANDO ADAM TOWN
District TANDO ADAM (here enter name of place) Sanghar District in the
Province of Sindh.

This certificate is granted for the purpose of recruitment to the public
service in Sindh.

(Here enter reasons)

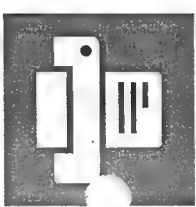
NOTE:

He is residing in Tando Adam Town
Taluka Tando Adam since Birth



(MUHAMMAD SHARIF SHAIKH)
EXECUTIVE DISTRICT OFFICER
(REVENUE) SANGHAR

(Signature)



Windows Printer Test Page

You have correctly installed your HP LaserJet Pro MFP M127-M128 PCLm5 on DESKTOP-5UQHOK7.

PRINTER PROPERTIES

Submitted Time:	10:59:56 PM
Date:	19/05/2021
User Name:	DESKTOP-5UQHOK7\Syed Aliraza
Computer Name:	DESKTOP-5UQHOK7
Printer Name:	HP LaserJet Pro MFP M127-M128 PCLm5
Printer Model:	HP LaserJet Pro MFP M127-M128 PCLm5
Color Support:	No
Port Name(s):	USB003
Data Format:	RAW
Printer Share Name:	
Print Processor:	winprint
OS Environment:	Windows x64

PRINT DRIVER PROPERTIES

Driver Name:	HP LaserJet Pro MFP M127-M128 PCLm5
Driver Type:	Type 3 - User Mode
Driver Version:	11.21.0.2679

ADDITIONAL PRINT DRIVER FILES

C:\Windows\system32\spool\DRIVERS\x64\3\hptps-pipelineconfig.xml
C:\Windows\system32\spool\DRIVERS\x64\3\hpbxpsrender.dll
C:\Windows\system32\spool\DRIVERS\x64\3\UNIDRV.DLL
C:\Windows\system32\spool\DRIVERS\x64\3\UNIRES.DLL
C:\Windows\system32\spool\DRIVERS\x64\3\STDNAMES.GPD
C:\Windows\system32\spool\DRIVERS\x64\3\STDTYPE.GDL
C:\Windows\system32\spool\DRIVERS\x64\3\STDSCHEM.GDL
C:\Windows\system32\spool\DRIVERS\x64\3\STDSCHMX.GDL
C:\Windows\system32\spool\DRIVERS\x64\3\LOCALE.GPD
C:\Windows\system32\spool\DRIVERS\x64\3\xpssvcs.dll
C:\Windows\system32\spool\DRIVERS\x64\3\hpmacronamesf8.gpd
C:\Windows\system32\spool\DRIVERS\x64\3\hpxtpsdrvf8.dll
C:\Windows\system32\spool\DRIVERS\x64\3\hpxtpslf8.dll
C:\Windows\system32\spool\DRIVERS\x64\3\hpxtpsf8.dll
C:\Windows\system32\spool\DRIVERS\x64\3\hpxtpslDialogf8.dll
C:\Windows\system32\spool\DRIVERS\x64\3\MSXPSINC.GPD
C:\Windows\system32\spool\DRIVERS\x64\3\hpcm127128.ini
C:\Windows\system32\spool\DRIVERS\x64\3\MSXPSINC.GPD



No. SMTA/ABSENT/*L-225*
GOVERNMENT OF SINDH
SINDH MASS TRANSIT AUTHORITY
TRANSPORT & MASS TRANSIT DEPARTMENT
Karachi Dated: 2nd June, 2021

To,

Mr. Naveed Ahmed,
Office Assistant,
Sindh Mass Transit Authority (SMTA).

SUBJECT: WARNING LETTER (ABSENT)

It has been observed that you were found absent from duty three (03) days in the month of May 2021 without a valid reason or approval. This behavior is considered misconduct and is strictly against the department policies.

Consider this letter as official warning, we accept you to adjust your attendance as per your duty timing and show immediate progress.


(BABAR ALI KHAN)
ADMIN & HR OFFICER

A copy is forwarded for information to:-

1. PS to the Managing Director, SMTA, Karachi.
2. Master File.

Naveed
2/6/21



**Sindh
Mass Transit
Authority**

TRANSPORT & MASS TRANSIT DEPARTMENT
GOVERNMENT OF SINDH

Karachi, Dated: 23rd November, 2022

OFFICE ORDER

No. SMTA/ADMIN/2022/ 1341:- Mr. Naveed Ahmed, Office Assistant, Sindh Mass Transit Authority is hereby attached with office of District Regional Transport Authority (DRTA) Hyderabad for daily inspection and reporting on Peoples Bus Service Hyderabad Operations with immediate effect and till further orders.

**DEPUTY DIRECTOR
(ADMINISTRATION)**

Karachi dated the 23rd November, 2022

No. SMTA/ADMIN/2022/

A copy is forwarded for information to:

1. The PS to Secretary, Transport & Mass Transit Department, GoS
2. The PS to Minister, Transport & Mass Transit, Sindh
3. The PS to Managing Director, SMTA, Karachi
4. Official Concerned
5. Master File.



**Sindh
Mass Transit
Authority**

TRANSPORT & MASS TRANSIT DEPARTMENT
GOVERNMENT OF SINDH

Karachi, Dated: 23rd November, 2022

OFFICE ORDER

No. SMTA/ADMIN/2022/

:- Mr. Naveed Ahmed, Office Assistant, Sindh Mass Transit

Authority is hereby attached with office of District Regional Transport Authority (DRTA) Hyderabad for daily inspection and reporting on Peoples Bus Service Hyderabad Operations with immediate effect and till further orders.

**DEPUTY DIRECTOR
(ADMINISTRATION)**

No. SMTA/ADMIN/2022/

Karachi dated the 23rd November, 2022

A copy is forwarded for information to:

1. The PS to Secretary, Transport & Mass Transit Department, GoS
2. The PS to Minister, Transport & Mass Transit, Sindh
3. The PS to Managing Director, SMTA, Karachi
4. Official Concerned
5. Master File.

Draft Admin

Monday, June 13, 2022

To,

DIRECTOR INFRASTRUCTURE / PROJECTS,
Sindh Mass Transit Authority,
Karachi.

SUBJECT: REQUEST FOR TWO (02) DAYS LEAVE

Respected sir,

It is dutifully apprised that, I will not attend office on June 16 & 17, 2022 due to Domestic Problem in my hometown (Tandadam) to checkup of my Father who are the Heart Patient. I am only the person who will take him to hospital.

Therefore, kindly approve my leave for Two days. I will be available on phone in case of any priority or urgent cases. Please contact me at your convenience. For urgent matters.

I hope you will understand and grant me leave for the aforementioned period.

Yours sincerely,


NAVID AHMED
OFFICE ASSISTANT

Government of Sindh
Accountant General Sindh, Karachi
Monthly Salary Statement (November-2021)



Personal Information of Mr NAVEED AHMED dw/o of GHULAM MURTAZA
Personnel Number: 10872125 CNIC: 442006553385 NTN: _____
Date of Birth: 28.05.1991 Entry into Govt. Service: 31.05.2017 Length of Service: 04 Years 06 Months 002 Days

Employment Category: Regular / Contract 40000016-Labour, Trans, Ind&C, Depu.
Designation: OFFICE ASSISTANT DDO Code: KQ2307-SINDH MASS TRANSIT AUTHORITY KARACHI
Payroll Section: 006 GPF Section: 006 Cash Center: _____
GPF A/C No: _____ Income App. No: _____ GPF Balance: 0.00
Vendor Number: - Pay scale: BPS For - 2017 Pay Scale Type: Civil BPS: 14 Pay Stage: 1-
Pay and Allowances:

	Wage Type	Amount	Wage Type	Amount
0039	Basic Pay	40,000.00		0.00

Deductions - General

Wage Type	Amount	Wage Type	Amount
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Deductions - Loans and Advances

Loan	Amount	Principal amount	Deduction	Balance
------	--------	------------------	-----------	---------

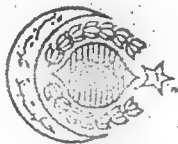
Deductions - Income Tax
Payable: 0.00 Recovered till NOV-2021: 0.00 Escalated: 0.00 Recoverable: 0.00
Gross Pay (Rs.): 40,000.00 Deductions: (Rs.): 0.00 Net Pay: (Rs.): 40,000.00

Payee Name: NAVEED AHMED
Account Number: 0000031-0210001
Bank Details: SINDH BANK LIMITED, 610101 COURT ROAD COURT ROAD, KARACHI

Leave: Opening Balance: 0.00 Available: 0.00 Earned: 0.00 Balance: 0.00

Permanent Address: _____ Telephone: SN - Sindh _____ Housing Status: No Official
City: KARACHI _____ Email: naveedyousaf10@gmail.com _____
Temp. Address: _____
City: _____

Syed Yezim Ali Shah
Director Administration & HR / DDO
Sindh Mass Transit Authority (SMTA)
Transport & Mass Transit Department
Government of Sindh



GOVERNMENT OF SINDH
TRANSPORT & MASS TRANSIT
DEPARTMENT

ORDER

NO.SO(Gen)/SMTA/2017: The salaries of following staff of Sindh Mass Transit Authority Transport & Mass Transit Department are hereby increased/enhanced per month, effect from 01.11.2021, as mentioned against each:-

S. No	Designation	Salary (PKR)	Date of Joining	Revised Salary
1.	Mr. Saifullah Khalid Channa Office BPS-12 Assistant	40,000	6-Jun-17	60,000
2.	Mr. Naveed Ahmed Office BPS-12 Assistant	40,000	31-May-17	60,000
3.	Mr. Muhammad Tariq Office BPS-12 Assistant	40,000	5-Jun-17	60,000
4.	Mr. Muhammad Naliq Qamar Computer Operator BPS-12	40,000	5-Jun-17	60,000
5.	Mr. Adil Computer Operator BPS-12	40,000	30-May-17	60,000
6.	Mr. Ali Raza Shah Computer Operator BPS-12	40,000	20-Sep-17	60,000
7.	Mr. Anus Rizwan Computer Operator BPS-12	40,000	15-Sep-17	60,000
8.	Mr. Zahid Munawar Record Keeper BPS-06	40,000	31-May-17	60,000
9.	Mr. Muhammad Driver BPS-04	20,000	01-Jun-17	25,000
10.	Mr. Farhan Driver BPS-04	20,000	01-Jun-17	30,000
11.	Mr. Muhammad Haris Dispatch Rider BPS-04	15,000	20-Jun-17	30,000
12.	Mr. Muhammad Riyaz Dispatch Rider BPS-04	15,000	01-Jun-17	30,000
13.	Mr. Muhammad Chowkidar BPS-01	15,000	29-May-17	25,000
14.	Mr. Ashraf Naib Qasid BPS-01	15,000	1-Jun-17	25,000
15.	Mr. Khalid Naib Qasid BPS-01	15,000	1-Jun-17	25,000
16.	Mr. Kareem Naib Qasid BPS-01	15,000	1-Jun-17	25,000
17.	Mr. Ahmed Naib Qasid BPS-01	15,000	1-Jun-17	25,000
		4,65,000		7,20,000

2. The above said amount has been sanctioned from Rs.200.00 million kept in the Head of Account "SC21134(134)-AO-1274 Transport-KQ-2307-Government of Sindh" for the current financial year 2021-22.

RECEIVED
SMTA-TMTD

Dairy No: 2425

Dated: 25-11-2021

AN Shah
Director, Information & PR, SMTA
Sindh Mass Transit Authority (SMTA)
Mass Transit Department
Government of Sindh

SECRETARY TO GOVERNMENT OF SINDH

SHARIQ AHMED

Shariq Ahmed

-2-

NO.SO(Gen)/SMTA/2017

Karachi dated the 7th November, 2021

A copy is forwarded for information and necessary action to:-

1. The Accountant General Sindh, Karachi.
- ✓ 2. The Managing Director, Sindh Mass Transit Authority, TMTD, Karachi.
3. The PS to Secretary Transport & Mass Transit Department, Gov't of Sindh, Karachi.
4. Master File



SECTION OFFICER (GENERAL)
For Secretary to Government of Sindh



NIR No 210808413798139	Age / Gender 28Y - ID:Male	Section No COVID2100147555
Lab No 805004901	Sample Date 08-Aug-2021	Invoice No 115050319
Name NAVEED	Referred by SUI	

SARS-COV-2 (COVID-19) RNA DETECTION BY PCR (QUALITATIVE)

Sample: Nasopharyngeal/Oropharyngeal Swab

Result: SARS-COV-2 RNA (COVID-19) **Detected**

Precaution: The assay exploits the principle of real time fluorescence PCR/RT-PCR. The increase in fluorescence is directly proportional to specific target amplification during PCR.

Comments:

1. It is advised not to compare results of this technique with others as results may vary among different brands of differences in PCR methods.
2. The lower detection limit of the assay is 10³ IU (TCID50/ML).

A Total of 200 test conducted on 28-Aug-2021 (COVID/90/ml)

Dr. F. DR. SAEED KHAN

Electronically verified on 08-Aug-2021 10:48 AM No Signature required.

Printed On: 08-Aug-2021 10:48 AM

Printed On: 08-Aug-2021 10:48 AM



No. SMT/ABSENT/L-278
GOVERNMENT OF SINDH
SINDH MASS TRANSIT AUTHORITY
TRANSPORT & MASS TRANSIT DEPARTMENT
Karachi Dated: 9th August, 2021

To,

MR. NAVEED AHMED,
Office Assistant,
Sindh Mass Transit Authority (SMTA).

SUBJECT: EXPLANATION (ABSENT)

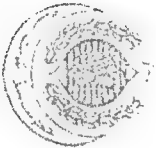
It has been observed that you were found absent from duty seven (07) days in the month of July 2021 without prior approval and submission of leave application to the Admin & HR Department. This behavior is considered misconduct and is strictly against the department policies.

You are hereby directed to appear before the undersigned and furnish your reply within 02 days (working days) positively as to why the necessary action may not be taken against your as per your contract.


(BABAR ALI KHAN)
ADMIN & HR OFFICER

A copy is forwarded for information to:-

1. PS to the Secretary, Transport & Mass Transit Department, GoS, Karachi
2. PS to the Managing Director, SMTA, Karachi.
3. Master File.



GOVERNMENT OF SINDH
TRANSPORT & MASS TRANSIT
DEPARTMENT

Karachi, dated 11th August, 2020.

ORDER

No. SO (G)/7(680)/2016: With the approval of competent authority (i.e. Chief Minister, Sindh), the contract period of following employees of Sindh Mass Transit Authority, Transport & Mass Transit Department, Government of Sindh are hereby extended for a period of two (02) year as mentioned against each. No TA/DA and other allowances will be admissible:-

S. No.	NAME	DESIGNATION	CONTRACT EXTENDED W.E.F
1	Syed Hussain Mugadas	Senior Auditor	30.05.2020
2	Mr. Shakeeb Memon	Sub-Engineer	03.07.2020
3	Syed Muhammad Khurram	Sub-Engineer	01.06.2020
4	Mr. Saifullah Khalid Channa	Office Assistant	01.06.2020
5	Mr. Naveed Ahmed	Office Assistant	31.05.2020
6	Muhammad Tariq Fazlani	Office Assistant	05.06.2020
7	Muhammad Natiq Qamar	Computer Operator	05.06.2020
8	Syed Ali Raza Shah	Computer Operator	20.09.2020
9	Mr. Anus Rizwan	Computer Operator	15.09.2020
10	Mr. Malik Shahid Munawar	Record Keeper	31.05.2020

-GHULAM ABBAS DETHO-
SECRETARY TO GOVERNMENT OF SINDH

No. SO (G)/7(680)/2016:

Karachi, dated the 11th August, 2020

A copy is forwarded for information & necessary action to:-

1. The Accountant General Sindh, Karachi.
2. The Managing Director, Sindh Mass Transit Authority, TMTD, Karachi.
3. The P.S to Minister, Transport & Mass Transit, Sindh, Karachi
4. The P.S to Secretary, Transport & Mass Transit Department, Karachi.
5. Officer concerned
6. Notification File



(GHULAM FAROOQ MANGRIO)
SECTION OFFICER (GENERAL)
For Secretary to Government of Sindh

To,

The Administrative & HR Officer,
Sindh Mass Transit Authority,
Karachi.

SUBJECT: REPLY OF EXPLANATION

R/Sir,

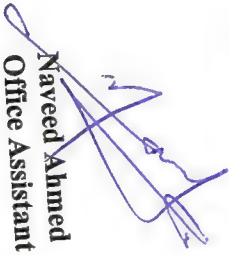
With due to respect, it is stated beneath the reference of given Explanation Letter No. SMTA/EXP/2021/L143 dated 1st April 2021 on the subject explanation.

It is humble requested sir, as mentioned in above explanation that I was not attending office without information concerned authorities.

It is important to note that everyone in department is aware about my mother health condition: she was admitted in SIUT Hospital ICU ward during the mentioned week in explanation, regarding kidney Problem and surgery was conducted. I am the only son in my family and it is morally and religious responsibility to take cares my mother whenever she is very much deprived to be helped.

At last, it is requested to consider my situation the documentary evidence is attached with this explanation. I will be thankful to you and pray before Almighty God for your prosperous health and future.

Thanks,



Naveed Ahmed
Office Assistant



No. SMTA/EXP/2021/1016
GOVERNMENT OF SINDH
SINDH MASS TRANSIT AUTHORITY
TRANSPORT & MASS TRANSIT DEPARTMENT

Karachi Dated: 1st April, 2021

SAY NO TO CORRUPTION

To,

Mr. Naveed Ahmed,
Office Assistant,
Sindh Mass Transit Authority (SMTA),
Karachi.

SUBJECT: EXPLANATION

It has been observed that you are absent from duty w.e.f. 29-03-2021 to till date i.e. 01-04-2021 without any information to the concerned authorities, resulting in willful insubordination and gross negligence of duties in your capacity as Office Assistant.

You are hereby directed to appear before the undersigned and furnish your reply within 02 days (working days) positively as to why the necessary action may not be taken against your as per your contract.

(BABAR ALI KHAN)
ADMIN & HR OFFICER

A copy is forwarded for information to:-

1. Director (Infrastructure), SMTA, Karachi.
2. Director (Administration & HR), SMTA, Karachi.
3. PS to the Secretary, Transport & Mass Transit Department, GoS, Karachi.
4. PS to the Managing Director, SMTA, Karachi.
5. Master File.

Rcc 5448/2021

Nafees Fatima

Registration No:

SINDH INSTITUTE



1000000608477

Name Nafees Fatima D/o M. Raheem

Address House No = 444 Model

Memon Ben, Tando Adam.

Diagnosis ① Renal Peripelvic cyst.

Remarks

Next Appointment

① Parapelvic

cyst + Decompression.

+ De-roofing

And manipulation of cyst

② RCT

→ 26/5/24

③ RCT

→ 26/5/24

Signature

F u n o o D on

Thursday

Karachi:

SUIT

DISCHARGE CARD

Date 29/3/21

APPEALS / ATTORNEY / N. RAHEEM

574 Sex Female

House # 444 Nohala.
en Para Paulo Adam

2336-3344655

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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SIUT**SINDH INSTITUTE
OF UROLOGY AND
TRANSPLANTATION****Sindh Institute of Urology and Transplantation****Molecular Diagnostics Laboratory****SARS-COVID-19 - Real-Time PCR Assay****Patient Name:** Nafeesa Fatima**Patient ID:** 26197**Sex:** F**Age:** 57**Lab Code :** 09121/21**Collection Date:** 20-Mar-21**Sample Type:** Nasopharyngeal Swab**Location:** ID OPD**Reporting Date:** 20-Mar-21**Instrument:** 7500 Real-time PCR Fast System**Methodology:** Real Time PCR Assay**Test Kit:** SARS-CoV-2 Fluorescent PCR - Maccura**Result:** **Negative - SARS-COVID-19 not Detected****Comments:** A negative PCR result does not conclusively rule out the possibility of infection.

Results must be interpreted by a qualified physician.

Limitations of Test:

The assay is limited to the detection of SARS-COVID-19 in nasopharyngeal, oropharyngeal swabs & sputum.

Note: This is a pathologist verified and computer system generated report and does not require a signature.



No. SMTA/EXP/2021/L-143
GOVERNMENT OF SINDH
SINDH MASS TRANSIT AUTHORITY
TRANSPORT & MASS TRANSIT DEPARTMENT

Karachi Dated: 1st April, 2021

SAY NO TO CORRUPTION

To,

Mr. Naveed Ahmed,
Office Assistant,
Sindh Mass Transit Authority (SMTA),
Karachi.

SUBJECT: EXPLANATION

It has been observed that you are absent from duty w.e.f. 29-03-2021 to till date i.e. 01-04-2021 without any information to the concerned authorities, resulting in willful insubordination and gross negligence of duties in your capacity as Office Assistant.

You are hereby directed to appear before the undersigned and furnish your reply within 02 days (working days) positively as to why the necessary action may not be taken against your as per your contract.


(BABAR ALI KHAN)
ADMIN & HR OFFICER

A copy is forwarded for information to:-

1. Director (Infrastructure), SMTA, Karachi.
2. Director (Administration & HR), SMTA, Karachi.
3. PS to the Secretary, Transport & Mass Transit Department, GoS, Karachi.
4. PS to the Managing Director, SMTA, Karachi.
5. Master File.



No. ADMIN&HR/EXPLANATION/2020/1989
GOVERNMENT OF SINDH
SINDH MASS TRANSIT AUTHORITY
TRANSPORT & MASS TRANSIT DEPARTMENT

Karachi Dated: 22nd September, 2020

To,

1. Imran Bhatti, PD Yellow Line	2. Yousuf Munir, (Director Infra)
3. Rafay Ali Laghari (Director F&A)	4. Kashif Ali Khan, DD(Contract)
5. Syed Khan Muhammad Shah, XEN	6. Ambreen Fatima, Media Manager
7. Aizaz Sardar, AXEN	8. Babar Ali Khan, Admin & HR Officer
9. Saifullah Khalid Channa, Office Assistant	10. M. Tariq Fazlani, Office Assistant
11. Naveed Ahmed, Office Assistant	12. Syed Ali Raza, Computer Operator
13. M. Natiq Qamar, Computer Operator	14. Anus Rizwan, Computer Operator
15. Malik Shahid Munawar, Record Keeper	16. Muhammad Riyaz, Dispatch Rider
17. Muhammad Harris, Dispatch Rider	18. Mobeen Ahmed, Naib Qasid

SUBJECT: NON-AVAILABILITY OF OFFICERS / OFFICIALS AT SMTA OFFICE

During surprise visit of the office of SMTA by Worthy Secretary, Transport & Mass Transit Department, Government of Sindh on 22nd September, 2020 at 10:20 am, above mentioned officers / officials were found absent from duty, which is gross misconduct on their part.

It has been observed with great concern that officers take station leave without prior permission on Friday and on very next day i.e. Monday come late to office. No officers / officials will leave for personal work or for their official assignment without any intimation or prior permission.

The Managing Director, SMTA has observed that this indiscipline is not acceptable and has directed to take necessary measures to ensure that all officers / officials reach offices on time i.e. 09:30am sharp. Moreover, office discipline must be maintained in future and those who may fail to comply accordingly will be reported to Worthy Secretary, TMTD and disciplinary action under the rules will be initiated against the delinquent officers / officials.

In this connection, the Directorates concerned must check their staff muster roll on daily basis and submit to Administration Department at 09:30am which will then be forwarded to the Secretary Office for information.

This issue with the approval of Secretary TMTD.

DIRECTOR
(ADMINISTRATION & HR)

Copy Forwarded to:-

1. PS to the Minister, Transport & Mass Transit, Sindh.
2. PS to the Secretary, Transport & Mass Transit Department, GoS.
3. PS to Managing Director, SMTA.
4. Master File.

Plot No. D-43 & D-43/1, Shahr-e-Ghalib, Block -2, Clifton, Karachi



No. ADMIN&HR/WARNING/2020/1199b
GOVERNMENT OF SINDH
SINDH MASS TRANSIT AUTHORITY
TRANSPORT & MASS TRANSIT DEPARTMENT

Karachi Dated: 23rd September, 2020

To,

- | | |
|--|-------------------------------------|
| 1. Kashif Ali Khan, DD(Contract) | 2. Ambreen Fatima, Media Manager |
| 3. Shakeeb Memon, Sub-Engineer | ✓ 4. Naveed Ahmed, Office Assistant |
| 5. Tariq Raheel (PPP Node, Office Assistant) | 6. Natiq Qamar, Computer Operator |
| 7. Anus Rizwan, Computer Operator | 8. Mobeen Ahmed, Naib Qasid |
| 9. Vishal, Naib Qasid | 10. Baz Kareem, Naib Qasid |
| 11. Haris Ali, Dispatch Rider | 12. Riyaz, Dispatch Rider |

SUBJECT: WARNING LETTER

With reference to this office letter dated 22nd September 2020 on the subject Non-Availability of officers / officials at SMTA office during surprise visit of the office of SMTA by Worthy Secretary, Transport & Mass Transit Department, Government.

In the mentioned letter, it was strictly emphasized that indiscipline will not be acceptable and Competent Authority has directed to take necessary measures to ensure that all officers / officials reach offices on time i.e. 09:30am sharp. Moreover, office discipline must be maintained in future and those who may fail to comply accordingly will be reported to Worthy Secretary, TMTD and disciplinary action under the rules will be initiated against the delinquent officers / officials.

In the light of above, today i.e. 23rd September 2020 you are again found absent / late after stringent and strict warning, therefore, you are hereby advice to be punctual, and record your attendance without fail.


DIRECTOR
(ADMINISTRATION & HR)

Copy Forwarded to:-

1. PS to the Minister, Transport & Mass Transit, Sindh.
2. PS to the Secretary, Transport & Mass Transit Department, GoS.
3. PS to Managing Director, SMTA.
4. Master File.

To,

Director, Admin & HR
Sindh Mass Transit Authority,
Government of Sindh,
Karachi.

Subject: RESUMING TO OFFICE

Respected Sir,

As I was in isolated myself at my home after test report positive of corona virus date 22nd June 2020 to 10th July 2020. Now I am feeling well and re-join the office from today 13th July 2020.



Naveed Memon
Office Assistant
H. No. 458, Memon
Muhallah, near Memon
Masjid, Tando Adam,
District Sanghar
Cell No. 0336-3344655

Enclosed:

Discharge Report with date 10.7.2020





DISCHARGE REPORT


This is to certify that Mr. / Ms. Naseed Ahmed having

CNIC 44206-6655538-5, was diagnosed with COVID 19 on 22-June-2020

He / she : remained in isolation for 10 days, remained asymptomatic for 10 days and symptomatic for 10 days. As per the latest guidelines issued by the WHO and CENTRE FOR DISEASE CONTROL (CDC), the said patient stands healed/ cured of the COVID 19. He / she is therefore allowed to end his isolation and is declared fit / healthy to rejoin his work.


~~Dr. Sadique~~
Focal Person Covid 19
Talukar: Fando Adam
District: Sanghar


~~Sampluhoche~~
~~Dr. Waseem~~
Medical Officer COVID-19
Talukar: Fando Adam
District: Sanghar


Dr. Melboob Chang
Focal Person Covid 19
Talukar: Fando Adam
District: Sanghar



No. ADMIN&HR/EXP/2020/1873
GOVERNMENT OF SINDH
TRANSPORT & MASS TRANSIT DEPARTMENT
SINDH MASS TRANSIT AUTHORITY

Karachi Dated: 29th May, 2020

To,

Naveed Ahmed Memon,
Office Assistant,
Sindh Mass Transit Authority,
Karachi.

SUBJECT: EXPLANATION

In continuation of department notification of even number dated 10th May 2020 issued by SGA&CD, the Government of Sindh has further decided to open the office of Transport & Mass Transit Department w.e.f. 12th May, 2020. Whereas, the Managing Director, SMTA checked daily Muster-Roll and as you were found continuously absent from office duties since 12th May, 2020 to date (*absent days are 18*) without information which has been seriously noted. This tantamount is gross misconduct on your part.

2. It is also stated that as your contract of service is about to expire, you are not taking interest in government duties and don not perform duties properly as per your job description.

3 The Higher Authorities has taken serious view of the situation and has desired to take necessary action against you.

4. You are, therefore, directed to explain your position within two days as to why should not initiate disciplinary proceeding against you under E&D Rules 1973?


DIRECTOR
(ADMINISTRATION & HR)

A copy is forwarded for information to:-

- ✓ PS to the Minister, Transport & Mass Transit, Sindh.
2. PS to the Secretary, Transport & Mass Transit Department, GoS.
3. PS to the Managing Director, Sindh Mass Transit Authority, Karachi.
4. Master.



NO.SMTC/ADMIN/ORDER/2017/819,
GOVERNMENT OF SINDH
TRANSPORT & MASS
TRANSIT DEPARTMENT

ORDER

NO.SMTC/ADMIN/HIRING/2017/16/93:- In pursuance of this department's offer order of even number dated 22-05-2017, Mr. Naveed Ahmed, **Office Assistant**, Sindh Mass Transit Cell (SMTC), Transport & Mass Transit Department is hereby allowed to join Transport & Mass Transit Department, Government of Sindh w.e.f 31-05-2017 on contract basis for three (03) years with fixed monthly salary amounting to Rs.40,000/-. No TA / DA and other allowances will be allowed.

2. Terms and conditions will be followed.

SECRETARY TO GOVERNMENT OF SINDH

NO.SMTC/ADMIN/HIRING/2017/16/93

Karachi dated the 5th June, 2017

A copy is forwarded for information to: -

1. The Accountant General Sindh, Karachi.
2. The Director General, Sindh Mass Transit Cell (SMTC), Transport & Mass Transit Department, Government of Sindh, Karachi.
3. The Private Secretary to Secretary, Transport & Mass Transit Department, Government of Sindh, Karachi.
4. Official Concerned.
5. Office order file

Naveed Ahmed
6/7/2017

(Signature)
(QASSIM DADA)
DIRECTOR (F&A)



No. ADMIN&HR/NOC/2020/119
GOVERNMENT OF SINDH
SINDH MASS TRANSIT AUTHORITY
TRANSPORT & MASS TRANSIT DEPARTMENT

Karachi Dated: February, 2020

TO WHOM IT MAY CONCERN

Upon request of Mr. Naveed Ahmed S/O Ghulam Murtaza, holding CNIC No. 44206-6655538-5 has requested for a No Objection Certificate in order to apply against the different positions in *Malir Development Authority (MDA)*. Mr. Naveed Ahmed is working with Sindh Mass Transit Authority as an Office Assistant.

As such, this office has No Objection that Mr. Naveed Ahmed may apply against vacant positions in *Malir Development Authority (MDA)*. We wish him good luck in his endeavors.


DIRECTOR
ADMINISTRATION & HR

A copy is forwarded for information and necessary action to:-

1. PS to Managing Director, Sindh Mass Transit Authority.
2. Officer / Official concerned
3. Master File.

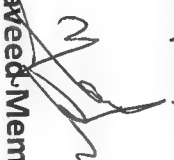
To,

Director HR & Admin
Sindh Mass Transit Authority
Government of Sindh
Karachi

Subject: ISSUE ME "NO OBJECTION CERTIFICATE".

I am applying for different posts in Malir Development Authority, (MDA) through proper channel; there is a requirement of above mentioned authority, for different posts.

Kindly issue me Departmental "No Objection Certificate" (NOC).


Naveed Memon
Office Assistant
SMTA



SERVICES HOSPITAL
GOVERNMENT OF SINDH
KARACHI

NO.SHK/MED/PFI/

1236

Dated

31.05.2017

Ref No *

SMTC/Admir/HIPIN/2017/138 24.05.17

Medical Fitness Certificate

I / We hereby certify that I/We have examined Mr./Mrs./Miss

Novood Ahmed

He Children Muzee

a candidate for employment in the

Tarpoor Naw Tonsil

Department and cannot discover that he

/she has any disease, constitutional weakness or bodily infirmity except

I/We do not consider this a disqualification for employment in
the office of Office Assistant

His age is, according to his/her own statement
and by appearance about Twenty Six years.

Mark of Identification:

but none of it. Clear

CNIC No. 44206-665538-5



Civil Surgeon
Karachi

ANA

To,

The Director Finance & Admin
Small Mass Transit- Cell
Transport & Mass Transit- Deptt
Govt- of Small
Kareali.

Subject:- JOINING REPORT

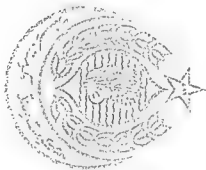
Respected Sir,

With reference to your office
order No. SMTC/Admn/Hiring/2017/16/93
dated 22-05-2017, I report myself for
joining report alongwith Medical F-certificate
Certificate today i.e 31st-May 2017(F/N)
My joining may very kindly be
accepted & acknowledged.

Yours Most-Obedient-
Servant-

Dated 31-05-17

Navdeep Singh
(NAVEED AHMED)
OFFICE ASSISTANT
0336-3344655
navedyaanani0@gmail.com



SERVICES HOSPITAL
GOVERNMENT OF SINDH
KARACHI

NO.SHK/MED/PFI// 1236 Dated 31.05.2017

Ref No* SMTC/Adm/HAIRIN/2017/128 24.03.17

Medical Fitness Certificate

I/We hereby certify that I/We have examined Mr./Mrs./Miss Naveed Ahmed

Sr. Chauden Mukherjee a candidate for employment in the
Tarapada Man Tansil Department and cannot discover that he

/she has any disease, constitutional weakness or bodily infirmity except _____

the office of Office Assistant I/We do not consider this a disqualification for employment in
26 yrs

His age is, according to his/her own statement _____ years.
and by appearance about Twenty Six

Mark of Identification: Am Shanky K. Chaudhary

CNIC No. 44206-6655338-5



Amir
CIVIL SURGEON
KARACHI

ANA



NO.SMTC/ADMIN/HIRING/2017/16
GOVERNMENT OF SINDH
SINDH MASS TRANSIT CELL
TRANSPORT & MASS TRANSIT
DEPARTMENT
Karachi dated the 22nd May, 2017

To,


Naveed Ahmed,
Karachi.

SUBJECT: OFFER LETTER FOR THE POSITION OF "OFFICE ASSISTANT", SINDH MASS TRANSIT CELL
(SMTC) TRANSPORT & MASS TRANSIT DEPARTMENT.

With the approval of Competent Authority, you are hereby offered the post of "OFFICE ASSISTANT, SINDH MASS TRANSIT CELL (SMTC)" which has been created under the aegis of Transport & Mass Transit Department purely on temporary basis for a contract period of three (03) years with Lump sum Remuneration amounting to Rs. 40,000/- per month on the following terms and conditions:-

- i) You will be governed by such rules and orders as applicable to other civil servants of your grade / contract rules.
- ii) You will undergo a medical examination service (contract basis) and your contract appointment will be subject to the condition that you are declared medically fit by the competent medical authority.
- iii) In case of your tendering resignations, you will not leave the charge of your post unless and until your resignation is formally accepted. Behaviors contrary to this condition will tantamount to misconduct and will be dealt with accordingly.
- iv) Your services are purely on temporary / contract basis.
- v) Your services will be on the basis of satisfactory performance and liable to terminate if found any negligence.
- vi) You shall perform all such functions / services as envisaged in the Sindh Mass Transit Authority (SMTA) Act 2016 under the Administrative Control of Transport & Mass Transit Department, Govt. of Sindh.
- vii) After establishment of Sindh Mass Transit Authority (SMTA), your services will be absorbed from SMTC to SMTA as per SG&CD's Notification vide NO.SO(C-IV)/SG&CD/4-13/15, dated 23-11-2016.

2. If you accept the offer on the terms and conditions specified above, you should report for duty to Secretary, Transport & Mass Transit Department, Government of Sindh within Seven (07) days of the issue of this offer. Failing which it will be presumed that you are not willing to accept it which will be cancelled without any notice.


(Qassim Dada)
(F&A)

Sindh Mass Transit Cell

 Copy is forwarded for information to the PS to Secretary Transport & Mass Transit Department, Government of Sindh Karachi.

28/5/17
Finance & Admin

To

The Director Finance & Admin
Sindh Mass Transit Cell
Transport & Mass Transit Department
Government of Sindh
Karachi

SUBJECT: JOINING REPORT FOR THE POST OF "OFFICE ASSISTANT"

R/Sir

With reference to letter NO.SMTC/ADMIN/HIRING/2017/16/93 dated 22nd May, 2017, I hereby submit my duty joining report today on 24th May, 2017.

31.5.2017

I will remain thankful to you for your kind honour.

Thanking You.

Yours obediently


(NAVEED AHMED)
OFFICE ASSISTANT



NO.SMTC/ADMIN/HIRING/2017/16/93
GOVERNMENT OF SINDH
SINDH MASS TRANSIT CELL
TRANSPORT & MASS TRANSIT
DEPARTMENT
Karachi dated the 22nd May, 2017

To,

Naveed Ahmed,
Karachi.

SUBJECT:

OFFER LETTER FOR THE POSITION OF "OFFICE ASSISTANT", SINDH MASS TRANSIT CELL (SMTC)" TRANSPORT & MASS TRANSIT DEPARTMENT.

With the approval of Competent Authority, you are hereby offered the post of "OFFICE ASSISTANT, SINDH MASS TRANSIT CELL (SMTC)" which has been created under the aegis of Transport & Mass Transit Department purely on temporary basis for a contract period of three (03) years with Lump sum Remuneration amounting to Rs. 40,000/- per month on the following terms and conditions:-

- i) You will be governed by such rules and orders as applicable to other civil servants of your grade / contract rules.
- ii) You will undergo a medical examination service (contract basis) and your contract appointment will be subject to the condition that you are declared medically fit by the competent medical authority.
In case of your tendering resignations, you will not leave the charge of your post unless and until your resignation is formally accepted. Behaviors contrary to this condition will tantamount to misconduct and will be dealt with accordingly.
- iv) Your services are purely on temporary / contract basis.
- v) Your services will be on the basis of satisfactory performance and liable to terminate if found any negligence.
- vi) You shall perform all such functions / services as envisaged in the Sindh Mass Transit Authority (SMTA) Act 2016 under the Administrative Control of Transport & Mass Transit Department, Govt. of Sindh.
- vii) After establishment of Sindh Mass Transit Authority (SMTA), your services will be absorbed from SMTC to SMTA as per SG&CD's Notification vide NO.SO(C-IV)/SG&CD/4-13/15, dated 23-11-2016.

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(Qasim Dada)
(F&A)

Sindh Mass Transit Cell

A copy is forwarded for information to the PS to Secretary Transport & Mass Transit Department,
Govt. of Sindh Karachi.

Finance & Admin



THE CITY HIGHER SECONDARY SCHOOL
SHAH FAISAL STREET, TANDO ADAM

EXPERIENCE CERTIFICATE

To whom it may concern

This is to certify that Mr. Naveed Ahmed S/O Ghulam Murtaza worked in this Higher Secondary School as an Office Assistant from 01-11-2011 to 01-11-2016. He is hard working, sincere and honest. I wish him all the success in life.

ADMINISTRATOR
The City Higher Secondary School
Tando Adam, District Sanghar.